

Dundas Figure Skating Club Privacy Policy

[Approved Date: July 28, 2024]

Purpose

The Dundas Figure Skating Club is committed to protecting the privacy and security of our members, coaches, volunteers, and other stakeholders. This Privacy Policy outlines how we collect, use, disclose, and manage personal information in compliance with the Personal Information Protection and Electronic Documents Act (PIPEDA) and other applicable laws. We may update this Privacy Policy from time to time. Any changes will be posted on our website, and we encourage members to review the policy periodically.

Collection of Personal Information

We collect personal information for various purposes, including membership registration, program participation, and communication. The types of personal information we collect may include:

- Name
- Contact details (e.g., address, phone number, email)
- Date of birth
- Medical information (for safety purposes)
- Payment information

Personal information is the information that relates to you as an identifiable individual. It does not include business information (e.g. business address and telephone number)

Use of Personal Information

The personal information we collect is generally used for, but not limited to, the following:

- Managing membership and participation in club/skating school activities.
- Communicating with members, coaches, and volunteers.
- Providing services and support.
- Ensuring the safety and well-being of our members.
- Processing payments and donations.
- Complying with legal and regulatory requirements.

Disclosure of Personal Information

We may disclose personal information to:

- Authorized coaches and volunteers who need the information to perform their duties.
- Third-party service providers (e.g., payment processors) who assist us in our operations.
- Skate Ontario and Skate Canada
- Legal authorities, if required by law or to protect our rights and safety.

Selling of Personal Information

We will not sell your personal information.

Storage and Security

We take reasonable steps to protect personal information from loss, theft, unauthorized access, disclosure, copying, use, or modification. Personal information is stored in secure locations and accessed only by authorized personnel.

Access and Correction

Members have the right to access their personal information and request corrections if necessary. To access or correct your personal information, please contact us at dfscboard@dundasfsc.ca.

Retention and Disposal

We retain personal information only for as long as necessary to fulfill the purposes for which it was collected or as required by law. When personal information is no longer needed, we dispose of it securely.

Rights and Choices

Members have the right to:

- Access their personal information.
- Request corrections to their personal information.
- Withdraw consent for the use of their personal information (subject to legal or contractual restrictions).

If you have any questions or concerns about our Privacy Policy or the handling of your personal information, please contact us at:

Dundas Figure Skating Club
P.O. Box 65553, Dundas, Ontario L9H 6Y6
skate@dundasfsc.ca